



Invitation to Bid HNS 21-5

NOTE: Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.

Documents included in Package:

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

Bid Walk & Bid Opening:

Project Address:		1815 Crawford Dr.	SAFEHOME	CHARLOTTE
Bid Walk:	7/14/2020	10am		
Bid Opening:	7/21/2020	1PM		
Client Name: Fay King			Contact Number:	
Project Manager: C. Hitsman			Contact Number: 704 622 1685	

Bid Walk and Bidding Instructions:

All bid walks are mandatory.

If you are going to be late the policy is the following:

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at _____ (cell # _704 622 1685_____).

Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.

The Bids will be opened at 600 East Trade St. immediately following the above due date and time.



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at _____ to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Dollars (\$ _____)

Written total

Specs Dated: Number of Pages:

Addenda # 1 Dated: Number of Pages:

Addenda # 2 Dated: Number of Pages:

Project Schedule: *Minimum Start Date* -

Completion Deadline:

Please Print and Sign:

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



Requirements For Bidders

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

Rehabilitation Specialist
City of Charlotte
Neighborhood and Business Services
600 E. Trade St.
Charlotte, NC 28202
PH: (704) _____
Fax: (704) _____



Instructions to Bidders

Explanations to Bidders

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

Preparation of Bids

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
- No bid will be considered unless all individual work items on the Bid Form including any addendums are priced. The sum of all work items must equal to the Total Bid Amount.
- Unless called for, alternate bids will not be considered
- Modification of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids

Submittal of Bids

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
 - Scope of Work
 - Addenda Acknowledgement
 - Itemized Work Sheet
 - Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

Work Specification

Prepared By:

City of Charlotte Housing & Neighborhood Services
600 E. Trade Street
Charlotte, NC 28202
(704) 336-7600

Property Details

Address: 1815 Crawford Dr
Charlotte, NC 28216

Owner: Fay King

Owner Phone: Home: (704) 394-4824

Structure Type: Single Unit

Program(s): Healthy Homes
Tested- NO LEAD
SHFY2020

Square Feet: 2715

Year Built: 1968

Property Value: 67300

Tax Parcel: 03914306

Census Tract:

Property Zone: Council District 2

Repairs

Description

Floor

Room

Exterior

All Contractor's Project Requirements

The contractor is responsible for project requirements, including but limited to:

Obtaining all permits required. Said permits shall include all items in this scope of work.

Provide temporary toilet facilities from job start until the completion of work.

Provide AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Porch Rails loose, require paint, missing bricks

Prep and paint the porch railings per the Construction Standards.
re-fasten handrails, re-set loose, missing bricks here and at right-front brick-siding cap.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Work Specification

Prep & Paint Exterior Surfaces

Prep and paint all exterior painted surfaces. Properly dispose all loose materials. Secure or replace all loose, broken, rotted or deteriorated materials. Re-caulk all gaps at exterior. Caulk and fill all cracks, voids, holes, etc. prior to applying 25-year or better Low VOC paint. Owners choice of color. All work to be done in a neat & professional manner. Use care to protect all surfaces not intended for paint coverage.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Vinyl Window

Replace all windows except the Living Room Picture Window will not be removed.
Prep & paint interior / exterior side of this window.

Dispose of window units and any security bars. Field measure, order and install new Energy Star rated vinyl, double glazed LOW- E windows including half screens. Insulate rough opening. Install new extension jambs, casing and sill as needed, prime and paint. Exterior trim to be wrapped in PVC coated aluminum coil as needed. Repair all areas disturbed by removal and installation. This installation is to include repairing any damaged header, framing (to include king studs, jack studs etc.) sub-floor, floor joists, band joists and sill. Any windows replaced in a bathroom must have tempered glass.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Seamless Aluminum Gutter & Downspouts - Install

Install K- type .027 gauge seamless aluminum gutter to service roof with sufficient pitch to downspouts. White or brown color choice by owner.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Replumb Waste Lines & Vents

From foundation wall inward, only
Remove all drain, waste and wet vent lines to code legal dump. Any basement ceiling tile removed, will be replaced. any drywall cut in basement, will be neatly cut to remove pipe. Install schedule 40 PVC to service one 3-piece bath, kitchen and laundry area from the roof vent pipe/pipes thru the foundation wall to include a main clean out outside of house and any interior clean outs required, installed to code. Repair any wall or ceiling tear out required to install system.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Sliding Glass Patio Door

Remove and dispose of existing door, frame and threshold. Install new Energy Star rated pre-hung exterior vinyl siding patio door with screen and locking hardware. Insulate cavity. New casing and shoe molding will match existing. This installation is to include repairing any damaged header, door framing, wall framing, sub-floor, floor joists, band joists, and sill.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Work Specification

Demo and Rebuild Bathroom - Complete

Completely demo the existing bathroom. Remove all plumbing and electrical fixtures, doors and trim, and ceiling, wall, and floor coverings to the framing. Repair or replace all framing as necessary to meet the requirements of the Construction Specifications and the Building Code.

Rebuild the bathroom complete with all the following features:

- *floor, wall, and ceiling insulation at locations required by the Construction Specifications
- *ceiling mounted fan vented through the roof
- *switched light fixture over the vanity
- *GFCI outlet per Code
- *4 piece fiberglass tub and surround
- *drywall and finish walls and ceiling
- *25yr vinyl plank flooring
- *prehung six panel door and hardware
- *baseboard and shoe mold at standard locations
- *1.6 gpf commode - 17" high
- *24" vanity with cultured marble top and single handle faucet
- *3 piece bath hardware set (towel bar, paper holder, and towel ring)
- *mirror over vanity
- *replace supply vent
- *walls and ceiling painted semi-gloss per Construction Specifications. All open-faced 1/4 round will be cut at a 45 angle & ends painted

All materials and construction methods shall meet the requirements of the relevant Construction Specifications and the NC Codes.

Bid Cost:		X	=	
	Base	Quantity		Total Cost

Smoke Detector Carbon Monoxide --Battery Powered

Install a battery powered smoke detector in each bedroom and livingroom , plus two downstairs. Install 2 Carbon Monoxide detectors, one up-stairs & one down stairs. Supply owner with a spare battery kits for each installed detector.

Bid Cost:		X	=	
	Base	Quantity		Total Cost

Living Room Custom Drywall Spec

Prepare and paint the front living room window sill / apron.(white)

Bid Cost:		X	=	
	Base	Quantity		Total Cost

Cabinets Base

Replace base cabinets. Cabinets to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements.

Bid Cost:		X	=	
	Base	Quantity		Total Cost

Work Specification

Prep & Paint Room Semi Gloss - Kitchen & Utility Rooms

Kitchen & Utility Rooms

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include walls and any associated trim. Include repairing wooden - luan door near stove which has a hole in it. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

Paint ceilings white.

Install a new closet door, match original, painted gloss-white.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Range Hood Exterior Vented - Kitchen

Kitchen -

Install an exterior ducted enameled range hood with integral controls and light capable of 100 cfm at 70 sones. Attach hood to cabinet with screws. Include metal vent and roof or wall cap/damper assembly, using #14 copper Romex. Owner's choice of color.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Light Fixture Replace - Kitchen

Kitchen

Replace or install a ceiling mounted 2 bulb or wall mounted 4 bulb strip, UL approved, LED light fixture with shade and lamps.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

GFCI Receptacle 20 AMP - Kitchen

Install a flush mounted, ground fault circuit interrupted, duplex receptacle(s) and cover plate(s). Fish wire and repair all tear out as needed.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Attic Insulation Increase to R-38

Increase attic insulation to R-38, contractor to attach verification to rafter at attic access, easily seen. Include ventilation baffles to code.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Prehung Door Interior - Room at the End of the Hall

Install a 1- 3/8" prehung, door including casing both sides and lockset. Match existing style and finish. Paint white.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Work Specification

Counter Tops Replace

Screw to base cabinet a square edged plastic laminate counter top. Provide end-caps and cutout for sink. Caulk counter top to adjoining walls with low VOC caulking to match wall color. Owner's choice of in-stock color and texture.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Cabinets Wall

Replace wall cabinets. Cabinets are to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Double Bowl Sink Complete

Install a 18 gauge 33" x 22" x 8" double bowl, stainless steel, self rimming kitchen sink including a single handle metal body faucet, rated at 2.0 GPM or less, with a 15 year drip- free warranty, P-trap, supply lines, full port ball type shut-off valves & escutcheon plates on all supply & drain lines. No copper compression fittings.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Floor System Repair - Kitchen & Utility Room

Kitchen & Utility

Remove all fixtures not built in. Dispose of damaged/unsafe components of floor assembly. Work may include installation of 2"x 8" joists hung 16" on center, plywood or tongue and groove subfloor, plates, wall studs, girders. Include replacing all deteriorated band joists and insulating floor to code.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Resilient Flooring - Kitchen & Utility Room

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Flooring material is to be vinyl interlocking planks and be waterproof. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation. All open-faced 1/4 round will be cut at a 45 and ends painted

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Work Specification

Exterminate Termites

Exterminate for termites. Drill and patch foundation and pavement where necessary. Exterminator must be licensed and provide a 1 year guarantee with an optional yearly renewable warranty for the homeowner.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

See Attached Lead Scope - R R P Certification Required

R R P Certification Required

All work shall be performed in accordance with applicable regulations and shall meet all applicable building codes. Building permits will be obtained as appropriate. Mecklenburg County requires building permits for Lead Hazard Reduction if the work involves activities subject to permitting under general conducts.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Asbestos Abatement Scope

See attached scope. An allowance to complete the scope of work attached.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____

ASBESTOS SCOPE
& INSTRUCTIONS TO BIDDERS

Address

1815 Crawford Dr.

Complete the following scope of work:

Item #	Feature	Method	Number	Cost Per	COST
1	INTERIOR - Kitchen & Laundry Room	Approx. 160 sq. ft. of Light-Brown Flooring (Layer 2) on the Kitchen & Laundry Room floors (connected rooms)			
2	INTERIOR - White Joint Compound	Approx. 600 sq ft of white joint compound on the wallboard joints, seams and connection points on the main floor of the house			

TOTAL

Contractors may submit an occupant protection plan on the form provided.

- 1 Contact Jim Roy to conduct inspections prior to repainting or other putback and Complete all interior work in a unit in a single day.
- 2 Allow for replacement of 50 board feet of rotted wood.
- 3 Unless otherwise noted any window or door removal and replacement
- 4 Includes frame and trim on both sides.

In lieu of complete removal, window frames may be enclosed with vinyl on exterior in accordance with all project manual requirements

- 5
- 6 Contact Jim Roy to conduct inspections prior to repainting or other putback and after vinyl siding installation.

Windows being placed in a bathroom need to be tempered glass.

Total Bid

Acknowledgement of Addenda (if any):

Addendum#		Date

The undersigned contractor agrees to perform the scope of work for the indicated fee in accordance with applicable regulations and the project manual. The undersigned also certifies that the work will be completed within 60 days of award.

Signature of authorized contractor representative

Address:

Start date :

Completion date :

Lead Based Paint
& INSTRUCTIONS TO BIDDERS

R R P Certification Required

Address

1815 Crawford Dr.

Complete the following scope of work:

Item #	Feature	Method	Number	Cost Per	COST
1	INTERIOR - Room 2 , Kitchen - Window B1	blue vinyl mini-blind - remove and complete specialized cleaning			
2					

TOTAL

Contractors may submit an occupant protection plan on the form provided.

- 1 Contact Jim Roy to conduct inspections prior to repainting or other putback and Complete all interior work in a unit in a single day.
- 2 Allow for replacement of 50 board feet of rotted wood.
- 3 Unless otherwise noted any window or door removal and replacement
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Signature of authorized contractor representative

Address:

Start date :

Completion date :

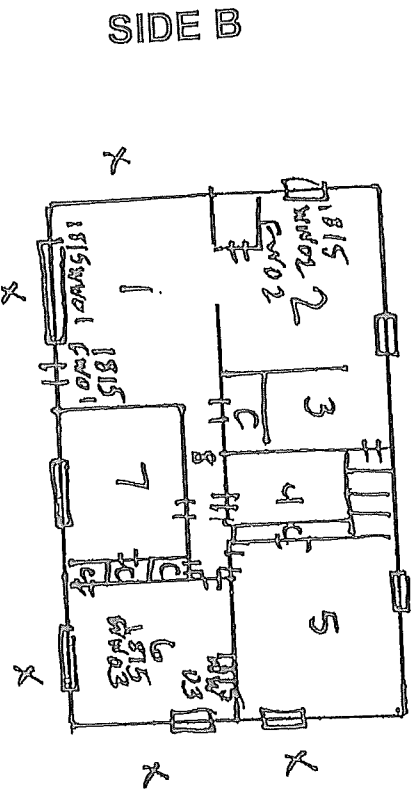
ROY CONSULTING GROUP CORPORATION

Providing integrated environmental and geotechnical solutions

1815 Crawford Drive
Charlotte, NC 28216

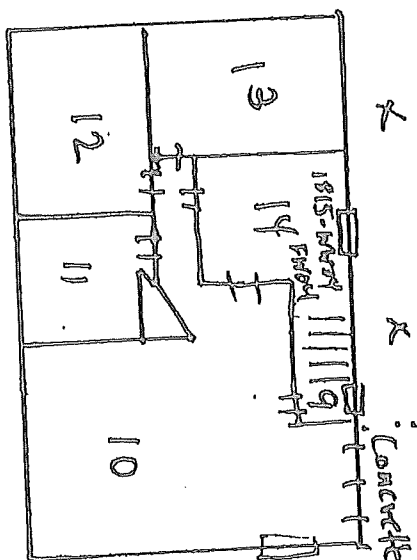
SIDE C

Main Level






SIDE B

Basement Level



SIDE D

Legend

-  = Window
-  = Door
-  = Soil Sample Location

SIDE A

NOT TO SCALE